

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**July 20, 1999**  
**Milpitas Senior Center, Dance Studio**

**I. CALL TO ORDER & PLEDGE**

Commission Chairperson Wang called the meeting to order at 1:15 p.m. and the Pledge of Allegiance was recited.

Commissioners Present: Serafina Diaz, Carlos Fabregas, Albert Wang, Joanne Wood, Jack Wust.

Commissioners Absent: Mary Banick, Bal Daquigan, Steve Lu, Dorothy Wood.

Staff Present: Marsha Schneider, Recreation Services Supervisor; Sue Clayholt, Senior Center Director; Charles Lawson, Police Chief.

**II. MINUTES**

MOTION to approve the Minutes of the June 15, 1999, Commission meeting as submitted.

M/S Fabregas, Wood  
All Ayes

**III. FINANCIAL REPORT**

MOTION to approve the Financial Report of the July 20, 1999, Commission meeting as submitted.

M/S Wust, Diaz  
All Ayes

**IV. CITIZEN'S FORUM**

Chairperson Wang announced the Citizen's Forum comments should be kept to two minutes per person. Comments should be short and to the point.

Art Swanson commented the Senior Center should accommodate the new Chinese Tai Chi Exercise class. Supervisor Schneider remarked this class was held without prior notification to staff, and there was not a room available for them. There are too many people attending for the class to be held in the courtyard. Staff has given permission for the class to meet on the grass at the DeVries

House. The Senior Center has limited space and time slots for a class of this size. Staff will work with Steve Lu on this item.

There is concern regarding the number of seniors that are crossing Main Street to get to the bus stop, without going to the corner and using the crosswalk. This item will be agendaized for next month's Commission meeting.

Commissioner Wust requested the Senior Advisory Commission Agenda packet be mailed earlier. Staff will consider this request.

Director Clayholt announced Celine Chan, a Nutrition staff member, will attend the August 17 Commission Meeting and explain the Nutrition budget.

## **V. ANNOUNCEMENTS/ CORRESPONDENCE**

Director Clayholt announced a local volunteer group will provide free computer training for the seniors during the month of August. There will be two Saturday sessions, and four Wednesday sessions. The classes will be held at the Tze Chi Foundation at 175 Dempsey Rd.

Director Clayholt announced a new TV was donated to the Senior Center by the Police Officers Association (POA). Director Clayholt will write a thank you letter to the POA, on behalf of the Senior Advisory Commission. The Senior Advisory Commission thanked

Police Chief Lawson for the TV donation.

Supervisor Schneider invited everyone to the dedication of the Hetch Hetchy Trail on August 5, at 1:00 pm.

Police Chief Lawson announced the Police Department is considering renaming the Police Community Room in honor of former Police Chief, Jim Murray. They will also install a monument in honor of Chief Murray.

At a recent Crossing Guard Lunch, the Police Department gave Chief Lawson a plaque for five years of service and a certificate to Home Depot for \$350.00.

## **VI. AGENDA**

MOTION to adopt the Agenda for the July 20, 1999, Commission meeting as submitted.

M/S Fabregas, Diaz  
All Ayes

## **VII. OLD BUSINESS**

### **1. Volunteer Plaque for Senior Center Volunteers**

It has been requested that the Commission purchase a plaque to honor significant Senior Center volunteers that have passed away. The volunteers, whose names are listed on the plaque, would have provided outstanding service to the Senior Center. Staff will make the final decision regarding the names that will appear on the plaque. The cost of the plaque is \$69.00, plus tax. The name plates and engraving would be an extra fee.  
MOTION to approve funds to purchase the plaque.

M/S Wood, Fabregas  
All Ayes

## **2. Senior Center Sign.**

With the renovation of the front steps and porch of the Senior Center, it was suggested a new sign be purchased for the front of the building. Staff has observed a new sign at Yellowstone Park, and feels this type of sign would be a nice addition to the Senior Center. Staff distributed a picture, and sample materials for the sign. The cost of the sign would be \$1300.

MOTION to approve funds to purchase the sign.

M/S Diaz, Fabregas

4 Ayes

1 Abstain

## **NEW BUSINESS**

### **1. August Dance and BBQ**

A dance is scheduled on Sunday, August 1, 1999, at the Senior Center. Staff suggested providing a Hamburger BBQ, in conjunction with the dance. The dance is from 2:00-5:00 pm, and the BBQ would be held following the dance, from 5:00-7:00 pm. A minimal fee would be charged for the event, such as \$2.00 for Activity Card holders, and \$3.00 for non-card holders.

MOTION to approve the Hamburger BBQ following the dance, with a nominal fee to be charged.

M/S Wood, Fabregas

All Ayes

## **IX. OTHER BUSINESS**

### **1. STAFF REPORTS**

#### **1.1 Senior Center Report**

Director Clayholt had several announcements. The Walk recognition will be held June 28. \$3100 was collected this year. Mary Banick, Neola Swanson, Merldine Digilio, and Betty Smith were the highest collectors. Staff may

consider doing something different for the Walk in 2000.

Heather Young, Recreation Assistant at the Senior Center, has resigned. Friday, July 23, 1999, will be her last day of employment. Two new staff members have been recently hired. Betty McMichaels will work in the office, and Cecelia Brooks will assist Director Clayholt and Nutrition Site Manager Costabile.

Director Clayholt listed upcoming Senior Center events.

### **1.2 Nutrition Report**

Nutrition Site Manager Costabile reported the Nutrition program completed the 1998/99 year, and reached the budgeted 85 meals per day. Last month averaged 90 meals per day. Staff is monitoring the food and documenting any problems. Project Council will meet Monday, July 26, 1999. A Luau has been scheduled in Senior Nutrition on August 20, 1999. A very successful Independence Day program was held at the Senior Center on July 2, 1999. The Chinese Evergreen Club donated \$100.00 for refreshments for this event.

### **1.3 Recreation Services Report**

Supervisor Schneider announced the Relay For Life raised \$35,00 for the American Cancer Society. The July 4th event was very successful, with approximately 1500 people in attendance. The Rainbow Theatre Play, Oliver, will open on Thursday, July 22, 1999. August 11, 1999, is Milpitas Day at the San Jose Giants game. Tickets are currently on sale at the Community Center and Senior Center.

### **2.1 City Council**

City Councilmember Esteves announced an architect and project manager have been selected for the City Hall project. City Council welcomes comments on this project. Meetings have been scheduled for residents to give input to the Council.

There will be a special meeting of the Community Advisory Commission on July 21, 1999, at 7:00 p.m., to discuss the Neighborhood Preservation Ordinance.

The Chamber of Commerce will sponsor an Art & Wine Festival on August 14-15, 1999, to be held on Milpitas Boulevard, south of City Hall to Yosemite Drive. The roads will be closed off for this event.

City Council is looking into a Child Care Development program. This program would be for children from toddlers to age 12. This will be considered by the PRCRC in September.

## **2.2 Parks, Recreation and Cultural Resources Commission**

No report. There was no PRCRC meeting in July.

## **2.3 Council on Aging Advisory Committee**

No report. There was no COA meeting in July.

## **2.4 AARP**

Commissioner Joanne Wood reported the AARP White Elephant Sale was very successful. The July 16, 1999, meeting featured a presentation on arthritis.

## **2.5 Nutrition Site Council**

The Nutrition Site Council discussed problems with the Nutrition food.

## **2.6 Brown Bag Report**

There was no report.

# **IX ADJOURNMENT**

There being no further business, Chairperson Wang adjourned the meeting at 2:45 p.m.

Respectfully submitted  
Phyllis Appleman  
Commission Secretary

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**February 17, 1998**  
**Milpitas Senior Center, Dance Studio**

**1. CALL TO ORDER & PLEDGE**

Commission Chairperson Dorothy Wood called the meeting to order at 1:15 p.m. and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Bal Daquigan, Serafina Diaz, Carlos Fabregas, Albert Wang, Dorothy Wood, Joanne Wood.

Commissioners Absent: Doris Black.

City Council Liaison Present: Barbara Lee

Staff Present: Cheryl Jackson, Assistant to the City Manager, Sue Clayholt, Senior Center Director.

**2. MINUTES**

MOTION to approve the Minutes of the January 20, 1998 Commission meeting as submitted.

M/S Wang, J. Wood

All Ayes

**3. FINANCIAL REPORT**

MOTION to approve the Financial Report of the February 17, 1998 Commission meeting as submitted.

M/S Fabregas, Daquigan

All Ayes

**4. OPEN FORUM**

There was no Open Forum discussion.



5. **ANNOUNCEMENTS/CORRESPONDENCE**

Senior Center Director Clayholt read a thank you note from Libby Pledger to the Senior Advisory Commission and staff for all the activities that make the lives of seniors more enjoyable and healthy. A note was also read from Kathryn Wigger thanking the Commission and staff for the enjoyable Holiday Dinner.

Frances Woodworth was recognized in February at a local CPRS Volunteer Awards Dinner. This dinner recognized outstanding volunteers. Larry Edwards was also recognized.

On Wednesday and Thursday, February 25 and 26, 1998 the Senior Center will have hold an election for two members-at-large for the Senior Advisory Commission. This past term, Carlos Fabregas and Albert Wang were members-at-large. Mayor Manayan recently reappointed Commissioners Banick, Diaz, Wang and J. Wood. After the reappointments were made Director Clayholt sent letters to all those who had filed an application for the Senior Advisory Commission. Those who are interested will be part of the election next week. The results of the election will be posted on Friday, February 27.

Cheryl Jackson announced Recreation Supervisor Cathy Dressler has resigned from the City. Ms. Dressler was the staff liaison to this Commission. Sue Clayholt will serve as the staff liaison to the Commission.

Councilmember Lee introduced her daughter, Deborah, who is attending the Commission meeting today.

Chairpersrson Wood thanked staff for arranging to have the cloth chairs cleaned. They look like new.

6. **AGENDA**

MOTION to adopt the Agenda for the February 17, 1998

Commission meeting as presented.  
M/S Fabregas, J. Wood  
All Ayes

7. **OLD BUSINESS**

Staff distributed a May calendar to the Commission.

1. **1998 Older Americans Month Activities**

Director Clayholt reviewed the activities scheduled for May. An Art Display by the Art Class will also be scheduled.

The Walk A Golden Mile is scheduled for Friday, May 8, 1998. Secure Horizons provides busses and lunch for staff and seniors. A bus will pick up seniors at the Milpitas Senior Center and will join the other groups at the Golden Gate Bridge. The Walk is from the San Francisco side to the Sausalito side of the bridge. Once across the bridge, lunches are distributed and the busses take participants to Sausalito. At 3:20 everyone boards the ferry back to San Francisco, where the busses meet the group for the ride home. The annual fundraiser is part of the Walk.

If Commissioners have additional suggestions for Older Americans Month, they should be directed to staff. Sue Clayholt will schedule the Art Show and finalize the other events.

2. **Use of Donation Funds**

There was a suggestion to designate the funds collected this year for the Walk to purchase computers and computer furniture.

A \$5,000 donation has been received from the Charity Ball and \$1,595 from Vice Mayor

Livengood. Vice Mayor Livengood would like his donation to provide a TV, VCR and cabinet. Commissioner Wang suggested purchasing a combination TV/VCR. It was suggested to purchase a TV with a screen of at least 25 inches.

Chairperson Wood reviewed the Prioritized List of Purchase Suggestions with the Commission. Commissioners requested to agendaize for March 17 the suggestion to designate the Walk 1998 funds collected for computers and computer furniture.

Jack Wust suggested hanging a backdrop for the stage that would be better than the blank wall, and install better lighting. He also suggested an audio/video system.

Jack Wust mentioned there is a microphone problem. Albert Wang noted the stage only has one microphone jack. It would be helpful to have a second microphone jack on the stage.

Cheryl Jackson suggested staff research the microphone issue regarding what the deficiencies are, and what the cost would be to upgrade it. A report could be given next month. Commissioner Wang would like to add a microphone stand to the list, which would cost less than \$100.00.

MOTION to purchase the items listed as priority 1 through 5 on the list and determine the actual cost before approving additional items.

M/S J. Wood, Fabregas  
All Ayes

Staff will purchase items listed as priority 1 through 5.

8. **NEW BUSINESS**

No New Business.

9. **OTHER BUSINESS**

1. **STAFF REPORTS**

**1.1 Senior Center Report**

Note, receipt and file.

**1.2 Nutrition Report**

Note, receipt and file. The numbers are down due to bad weather. The average meals served per day is 72.

**1.3 Recreation & Community Services Report**

Sue Clayholt reported Candyland will be February 20 and 21 at the former Michael's location in the Town Center.

2. **LIAISON REPORTS**

**2.1 City Council**

Councilmember Lee reported all of the areas that experienced severe flooding are back to normal. The flooded streets that impacted the homes and apartments in the Dixon Landing area have been cleared and cleaned. The Santa Clara Water District repaired the large gap in the levy. The area of Temple Drive, Canton and Falcato was also effected. It has taken a week of pumping 24 hours a day to clear the storm drains of the silt and mud from the mountains that plugged them up. Calaveras Road is closed to traffic east of Piedmont Road because of the fear of anticipated sliding caused from saturated soil.

The July 4th Street Faire at the Mall has been discontinued. The event will return to Cardoza Park and the Sports Center. A location has not yet been determined for the fireworks.

## **2.2 Parks, Recreation and Cultural Resources Commission**

Cheryl Jackson reported on several items that were discussed. There was a report on the Skateboard Park. The Commission members do not want a skateboard park. Also discussed was the July 4th Community Picnic. There would be food, entertainment, arts and crafts, games for the children, drop in basketball, softball, drop in swimming and possibly a Little League tournament. City Council will consider a location for the fireworks. Another item discussed was a kite flying contest. The Commissioners were not in favor of this event, however, a survey will be conducted in the next edition of the Activity Guide to determine if the public is in favor of this event.

## **2.3 Council on Aging Advisory Committee**

Committeemember Ream left her report as she is volunteering at Kaiser today.

## **2.4 AARP**

The monthly meeting will be Friday, February 20. Police Officer Mark Doyle will present a report on scams that take advantage of seniors. He is also with the DARE program. On March 20 a video from the Kaiser library will be shown. On April 17 there will be a presentation by Julie Sawyer. She is with an organization called "Plug In California" and will present a program on deregulation of utilities.

## **2.5 Nutrition Site Council**

Commissioner D. Wood reported \$40 was given to Lee Duerkson to help pay for his knife that

disappeared when borrowed for the Nutrition Program. It was suggested to have two afternoon dances per month because this event brings extra lunch participants. The Sunshine Committee reported one of the long time Senior Center participants, Ann Collier, passed away. Frances Woodworth gave a report on the Project Council. There were suggestions for banners that could be used from year to year, with the number of years listed. There was also discussion of the Senior Center 20th Anniversary, which will be in March. Staff will plan entertainment, refreshments and include City Council, County staff and special guests. There was a suggestion to have an open house in the evening. Councilmember Lee suggested to schedule the event in the daytime so Senior Center participants could attend. Councilmember Lee would also like to have this event videotaped and shown on Channel 6.

10. **ADJOURNMENT**

There being no further business, Chairperson Wood adjourned the meeting at 2:20 pm.

Respectfully submitted  
PHYLLIS APPLEMAN, Commission Secretary

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**Senior Advisory Commission**  
**April 21, 1998**  
**Milpitas Senior Center, Dance Studio**

**1. CALL TO ORDER & PLEDGE**

Commission Chairperson Dorothy Wood called the meeting to order at 1:15 p.m. and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Bal Daquigan, Serafina Diaz, Steve Lu, Albert Wang, Joanne Wood, Dorothy Wood, Jack Wust.

City Council Present: Barbara Lee

Staff Present: Cheryl Jackson, Assistant to City Manager; Marsha Schneider, Acting Recreation & Community Services Supervisor; Sue Clayholt, Senior Center Director.

**2. MINUTES**

MOTION to approve the Minutes of the March 17, 1998 Commission meeting as submitted.

M/S J. Wood, Daquigan  
All Ayes

**3. FINANCIAL REPORT**

There is one correction to the Financial Report. The March 31, 1998 deposit should be

"Activity Card 13 X 3= \$39.00", instead of 39 X 3.

MOTION to approve the amended Financial Report of the April 21, Commission meeting as corrected.

M/S Wang, Banick  
All Ayes

Commissioner Jack Wust requested when checks are

written to musical groups, it would be helpful to include the name of the group and date of performance.

4. **CITIZENS FORUM**

Art Swanson requested the Election By Laws be amended to give those running for the Commission an opportunity to speak to the lunch participants every day for a week before the election. The Nutrition participants would then have an opportunity to meet each candidate. He also suggested the name and picture of each candidate be posted on the bulletin board.

5. **ANNOUNCEMENTS**

Councilmember Barbara Lee presented Commissioner Mary Banick with a Certificate of Reappointment to the Senior Advisory Commission by the City Council for a term that will expire in December 1999.

Chairperson D. Wood announced that Doris Black has resigned from the Senior Advisory Commission due to ill health. All commission members gave Doris Black a vote of thanks for her many years of service on the Senior Advisory Commission.

Commissioner Wang commented the residents of Terrace Gardens and other seniors are concerned because there is no VTA bus to the new Milpitas Square. There are a lot of restaurants the Chinese seniors like to frequent, but they have no way to get there. There is a transit bus that goes to the Holiday Inn, but it does not continue on to the Milpitas Square. Commissioner Wang noted letters were sent in February 1997 to VTA and also to Mayor Manayan regarding this problem. Cheryl Jackson suggested staff research this item and report back to the Commission at the June 16, 1998 Commission meeting.

Joyce Dovlet said the audience has difficulty hearing the discussions at the Commission meetings. Supervisor Marsha Schneider mentioned staff has access to table



microphones, and will arrange to have them available for the meetings.

6. **ADOPTION OF AGENDA**

Item 1. Brown Act Presentation is postponed to May 19, 1998.

MOTION to approve the amended Agenda of the April 21, 1998 Commission meeting as submitted.

M/S J. Wood, Lu

All Ayes

7. **OLD BUSINESS**

No Old Business.

8. **NEW BUSINESS**

1. **Review of Brown Act**

This item was rescheduled for the May 19 meeting.

2. **Nomination of Officers**

Assistant to the City Manager Jackson remarked before the Senior Advisory Commission can hold elections, the current officers must vacate the office and staff must conduct the election.

Senior Center Director stated in the past, the Commission has preferred to have more time to consider items and therefore scheduled the nominations on April 21, 1998 and the election May 19, 1998.

Councilmember Lee stated that most City Commissions hold nominations and elections at the same meeting.

Cheryl Jackson contacted the City Attorney and was advised it would be a violation of the Brown Act to conduct an election at the April 21 meeting. The Agenda stated nominations would be held in April,

with the election in May. The attorney further recommended that the nomination and election should be held at the same meeting. The nomination and election will be held May 19, 1998.

### **3. Pool Table For Game Room**

Director Clayholt reviewed the report stating the staff recommendation to deny the request for an additional pool table to be placed in the Game Room. Reasons for the staff recommendation are: safety issues due to over-crowding of the Game Room; no classroom available for furniture, once moved from Game Room; and no funds budgeted for this purchase.

Commissioner Lu withdrew his proposal for an additional pool table.

Commissioner Lu remarked there are several different groups that use the pool table. Commissioner Wang suggested having a method of sharing the table by different groups. Cheryl Jackson suggested staff meet with interested pool players and discuss guidelines for use of the pool table.

Commissioner Wang asked when would the DeVries House be available for use by the Senior Center. Councilmember Lee remarked there is a feasibility study on this item, researching the cost to make the house useable by the public. There is a lot of work to be done. The Senior Task Force has proposed the DeVries House be incorporated as part of the new senior housing project. The proposed site is the corner lot next to the DeVries House, across the street from the Senior Center. There will be no answers until the feasibility study report is back.

## 9. **OTHER BUSINESS**

### 1. **STAFF REPORTS**

#### **1.1 Senior Center Report**

Director Clayholt reported many events are planned for May, which is Older Americans Month. A few of the special events are:

- May 5-Older Americans Month Proclamation presentation by City Council
- May 8-Walk A Golden Mile
- May 9-Potluck Bingo
- May 14-Hawaiian Luau Day with entertainment
- May 17-Trip to San Francisco to see the play "Shear Madness"
- May 20-'Fabulous Fifties' with Marge and Aldo Binn
- May 21-24-Mammoth Lakes Trip
- May 18-26-Art Display by the Art Classes
- May 29-Walk a Golden Mile Recognition

#### **1.2 Senior Nutrition Report**

For the month of March, the Nutrition Program met the budgeted meals of 84 meals per day. A new group of East Indian people are coming on Thursdays. The County is requiring a new Nutritional Assessment on all Nutrition participants. They are changing from a profile card to a new two page assessment sheet with more nutritional information on each participant. This information will be passed on to the Council on Aging. COA will input the information to the federal date, which will assist with Nutrition funding.

#### **1.3 Recreation Services Report**

Acting Supervisor Marsha Schneider reported the Memorial Day Ceremony will be May 25 at 9:00 am, at the Veteran's Memorial Park at the north end of the Community Center.

Volunteer Recognition Dessert Night will be Thursday, April 23, 6:30 pm at the Community Center.

## **2. LIAISON REPORTS**

### **2.1 City Council**

Councilmember Lee reported that a permanent location in City Hall is being considered in City Hall for the Flute Player replica. Also, the PRCRC approved this Commissions recommendation to install two ramps, in the upcoming renovation project.

### **2.2 Parks, Recreation Cultural Resources Commission**

Commissioner Schmitter reported the PRCRC is in the process of reviewing the Cultural Arts Grant Applications for the upcoming year. City Council will review recommendations.

### **2.3 Council On Aging**

No report.

### **2.4 AARP**

At the April 17 meeting, the speaker was unable to attend due to car problems. She was to speak on the deregulation of electricity. Phyllis Appleman was honored for National Secretary's Week and was presented a plaque and flowers in appreciation for her help to seniors. The May 15 meeting will be a craft demonstration by Beverly Simmons, Dorothy Woods daughter. Floral arrangements for Memorial Day will be featured. A picnic is planned on June 6 for members and prospective members. The Living Expo will be held April 25-26 in San Jose. Some AARP members have volunteered to help in the AARP booth. There was an Estate Sale at Doris Black's home. Several members helped with the sale.

### **2.5 Nutrition Site Council**

Dorothy Wood reported the meeting was held February 8. There was a discussion about the election of officers, which will be held during May. Some Nutrition participants use one table space and move to another, not cleaning up after themselves. The group decided to purchase new Get Well Cards.

### **2.6 Brown Bag Program**

Mary Banick reported the Brown Bag Program started about ten years ago. Previously, the program was held at the Sunnyhills Methodist Church on Dixon Landing Road. The membership is approximately 240 individuals. Of that number, 185 receive USDA food products, in addition to the regular bag, due to their low income status. The members pay \$10 per year, which entitles them to fifty food bags each year. There are 20-25 volunteers per week.

## **10. ADJOURNMENT**

There being no further business, Chairperson Wood adjourned the meeting at 2:30 p.m.

Respectfully submitted,  
PHYLLIS APPLEMAN, Commission Recording Secretary

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**July 21, 1998 - 1:15 pm**  
**Milpitas Senior Center**

**I. CALL TO ORDER & PLEDGE**

Commission Chairperson Dorothy Wood called the meeting to order at 1:15 p.m. and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Bal Daquigan, Serafina Diaz, Carlos Fabregas, Steve Lu, Albert Wang, Joanne Wood, Dorothy Wood, Jack Wust.

City Council Liaison Present: Barbara Lee. Mayor Henry Manayan also attended.

PRCRC Liaison Present: Marge Schmitter

Staff Present: Cheryl Jackson, Neighborhood Services Manager, Marsha Schneider, Acting Recreation Supervisor, Sue Clayholt, Senior Center Director, June Catalano, Assistant City Manager.

**II. MINUTES**

MOTION to approve the Minutes of the June 16, 1998 Commission meeting as submitted.

M/S Lu, Fabregas

All Ayes

**III. FINANCIAL REPORT**

MOTION to approve the Financial Report of the July 21, 1998 Commission meeting as submitted.

M/S J. Wood, Diaz

All Ayes

#### **IV. CITIZENS FORUM**

Commissioner Wang announced that representatives of the Chinese magazine, Sinorama, recently came to visit from Taiwan. The reporters wrote articles and took pictures of the Senior Center and Terrace Gardens. They mailed Commissioner Wang a copy of the magazine for the Senior Center that is printed in English and Chinese. Manager Jackson stated staff will distribute copies of the articles featuring the Senior Center and Terrace Gardens to City Councilmembers.

Mayor Manayan extended his appreciation and gratitude for the Flute Player Dedication that was held recently. The Mayor felt it was a wonderful ceremony, thanks to the Senior Advisory Commission and to Chair, Dorothy Wood, for leading the way. The citizens of Milpitas have a wonderful piece of art that they can enjoy.

Mayor Manayan presented Jack Wust and Steve Lu with Certificates of Appointment to serve on the Senior Advisory Commission for a term to expire in December, 1999.

Manager Jackson introduced the new Assistant City Manager, June Catalano. Assistant City Manager Catalano stated it is a delight to be working for the City of Milpitas and remarked she is just finding out that Milpitas is a wonderful community. She is visiting the different Commissions to find out what goes on in the City. She works at City Hall and invited the Commissioners to stop in any time.

#### **V. ANNOUNCEMENTS/ CORRESPONDENCE**

Senior Center Director Clayholt distributed flyers for the current Rainbow Theatre play, 'Bye, Bye, Birdie.' She also distributed flyers announcing Senior Day at the Santa Clara County Fair on August 4, 1998.

Director Clayholt announced some of the items that have

been earmarked for purchase by the Commission have been taken care of. Four card tables have been purchased and were delivered last week. The patio furniture has been ordered and will be delivered by the end of August. The furniture includes one round table, five chairs, two umbrellas, two benches and new cushions for all of the patio chairs.

Supervisor Schneider announced Commissioners will be receiving a flyer announcing the Fat Boy Barbeque Restaurant Historical Display Unveiling on August 8, 1998, at 1:00 pm. The display will be at the new Professional Building on the corner of South Main Street and Serra Way. Everyone was invited to attend the unveiling.

Chair Dorothy Wood expressed her gratitude and thanks to all the people who made the Flute Player replica possible. At the unveiling there was a feeling of warmth and unity that brought the community together for this event. She thanked everyone who worked so hard to raise the money for the sculpture.

#### **VI. AGENDA**

MOTION to adopt the Agenda for the July 21, 1998 Commission meeting as presented.  
M/S Fabregas, J. Wood  
All Ayes

#### **VII. OLD BUSINESS**

##### **1. Flute Player Check Approval**

MOTION to approve the check written for \$322.34 to contribute towards the purchase of the display case to house the Flute Player in City Hall.  
M/S J. Wood, Lu  
All Ayes



Manager Jackson remarked whenever there is an administrative oversight, staff appreciates the Commissioners bring it to the attention of staff. It is the obligation of staff members to do everything according to proper procedure.

**2. Doris Black Memorial Fund**

On March 30, 1998, Doris Black, long time Senior Center participant, volunteer and Senior Advisory Commissioner passed away of cancer. A fund was established in April in memory of Doris Black. To date, \$231.00 has been collected for this fund. It has been suggested to plant a tree or shrub at the Senior Center in Doris' honor. Staff has contacted Public Works staff in regards to an appropriate tree for the Senior Center. A Crepe Myrtle tree was suggested. Due to the upcoming Senior Center porch and ramp renovation, it has been suggested to plant the tree in a tub until the completion of the project. Following the construction project, the tree will be permanently planted in front of the Senior Center. There will also be a plaque dedicating the tree in honor of Doris Black.

MOTION to purchase a Crepe Myrtle tree for the Doris Black Memorial Fund.

M/S Banick, Fabregas

All Ayes

**3. TV, VCR and Cabinet Selection**

On February 17, 1998, the Commission approved the purchase of a TV, VCR and cabinet to be purchased with the \$1595.00 donation from Vice Mayor Bob Livengood. The cabinet would have casters and be easy to move from one room to another. The Good Guys, located at McCarthy Ranch, provided the best equipment available. The TV quote for a Sony 27" is \$499. A Sony VCR Plus is about \$230. Price for a cabinet will range from \$389 to \$608. It is advisable to purchase a separate TV and VCR, instead of a combined unit.

Commissioner Wang suggested purchasing a TV with a picture-in-picture and after discussion the Commission was in favor of purchasing a TV with this feature.

MOTION to authorize Sue Clayholt to purchase the TV, VCR and cabinet.

M/S Lu, J. Wood

All Ayes

Director Clayholt asked the Commissioners what kind of service warranty they would like to purchase. It was suggested to check the manufacturers' guarantee and purchase the additional warranty later.

## **VIII. NEW BUSINESS**

### **1. Volunteer Recognition**

The California Parks & Recreation Society District IV has an annual Volunteer Recognition Awards Banquet. Applications are received in late December for the event which is held in February or March. In the past, Recreation Services staff has made recommendations and submitted applications for volunteers to be recognized. At the June 16, 1998 Commission meeting, Commissioner Joanne Wood requested the Commission take part in the selection process. Recreation Services usually submits the name of a volunteer from Rainbow Theatre, the Senior Center and also for an outstanding staff member.

Manager Jackson mentioned there should be a staff analysis on this matter to understand what the limitations are regarding choosing volunteers. Staff will develop a process to get input from the Commission in a timely manner given the

Commission meets only once a month and the nomination period may occur before or after the meeting. Staff will prepare a report to explain the selection process for the volunteer award.

MOTION to allow the Senior Advisory Commission input in choosing a volunteer from the Senior Center to be recognized at the next CPRC District IV Volunteer Recognition.

M/S J. Wood, Fabregas

All Ayes

## **2. Magazine Subscriptions & Out System.**

At the June 16, 1998 Commission meeting, several Commissioners expressed concern regarding magazines and books in the Lounge. Staff recommendation is to enlist a volunteer to oversee the magazine check-out, purchase plastic magazine covers and enlist volunteers to sort and box old books. Commissioner D. Wood would like to eliminate Popular Mechanics. Commissioner Lu suggested ordering large print magazines that would be easier to read. Commissioner Wang recommended magazines printed in Mandarin. Director Clayholt mentioned an informal borrowing system is good for the books. The shelves are full. Staff would like to get rid of torn and tattered books to leave room for additional books.

MOTION to accept staff recommendations.

M/S J. Wood, Lu

All Ayes

## **3. Senior Center Needs Assessment**

At the June 16, 1998 Senior Advisory Commission Meeting, Police Chief Lawson mentioned many local seniors are not aware of the senior citizen services available in the community. He suggested conducting a survey of the seniors to research their interests and needs. Councilmember Lee mentioned there are a lot of seniors in Mobile Parks that don't always have the information available to them. She

suggested sending several newsletters to each mobile park and also use Channel 6 to announce senior events. Director Clayholt remarked she uses press releases in the Post to announce special events. The Milpitas Connection goes to every home in Milpitas and senior events are always featured in there. If everyone would share a newsletter with their neighbor, it would be good advertising.

Commissioner Daquigan mentioned there are several Fil-Am Associations in Milpitas and if the president of each group were given flyers and information on senior services, they could distribute this information to their groups. Commissioner Daquigan will give names and addresses of the officers to Director Clayholt.

Commissioner Lu mentioned the Senior PACES Class is a very good tool to educate the seniors in Police procedures. Commissioner Lu suggested having an interpreter in Chinese for the PACES class. He feels a lot of Chinese would sign up if there were interpreters. Supervisor Schneider will contact Police Chief Lawson regarding an interpreter. Director Clayholt will speak to Officer Nicole Johns regarding this item also. Officer Johns will be teaching the Senior PACES class in September.

#### **4. Senior Center Dances**

Commissioner Wust would like to increase the funds for music and dances, including adding a second Thursday afternoon dance. Commissioner Lu stated the Thursday afternoon group appreciates being able to use the stereo system for their dances. The Chinese have a dance every Tuesday and Thursday with over 80 people attending. Everyone is invited to attend.

Attendance at the Sunday Dance has dropped to an average of 45 people per dance. It was suggested to possibly eliminate the Sunday Dance and use the money for a second Thursday Dance. It was also suggested to have a Sunday Dance once a quarter and include food or ice cream social or use a special theme.

MOTION to agendize Sunday Dance changes for August 18, 1998.

M/S J. Wood, Daquigan

All Ayes

Manager Jackson suggested staff return with suggestions for changes in the Sunday Dance.

**5. Nutrition Program Caterer**

On July 1, 1998, Canteen Company began catering the Senior Nutrition Program. There have been numerous concerns in regards to the program. Director Clayholt reviewed the concerns and the action staff has taken regarding this problem. Manager Jackson mentioned the seniors need to understand this is a County problem and the City is doing all they can to rectify the problem. Councilmember Lee has requested staff to send the information to Supervisor McHugh. Director Clayholt stated this has been done. Councilmember Lee requested a staff report on this item at the August 18, 1998 Commission meeting.

**6. Restrooms Concerns**

The Commissioners are concerned about the condition of the restrooms. Supervisor Schneider went over the steps staff has taken to clear up this problem.

Commissioner Lu noticed the trees in pots inside the rooms are not being watered on a regular

basis. Director Clayholt will direct one of the Building Attendants to water the trees. Supervisor Schneider pointed out City Council approved a 40 hour Building Attendant to work between the Senior Center and Community Center. This should allow better coverage for the Senior Center.

## **IX. OTHER BUSINESS**

### **1. STAFF REPORTS**

#### **1.1 Senior Center Report**

Note, receipt and file.

#### **1.2 Nutrition Report**

Note, receipt and file..

#### **1.3 Recreation & Community Services Report**

Report has already been presented.

### **2. LIAISON REPORTS**

#### **2.1 City Council Report**

Councilmember Lee has no report.

#### **2.2 Parks, Recreation and Cultural Resources Commission**

Commissioner Schmitter had no report.

#### **2.3 Council on Aging Advisory Committee**

There was no report.

#### **2.4 AARP**

Before the July 17, 1998 AARP meeting,

there was a White Elephant Sale that made \$50.00. The July meeting featured a speaker from HICAP regarding Social Security and Medicare programs. The August 21 meeting will feature a Fire Safety presentation by the Milpitas Fire Department. There will not be a White Elephant Sale in August.

#### **2.5 Nutrition Site Council**

There was no report.

#### **2.6 Brown Bag Report**

Commissioner Banick reported 225 people have signed up for Brown Bag for the current year. New members are still coming in.

### **IX ADJOURNMENT**

There being no further business, Chairperson Dorothy Wood adjourned the meeting at 3:25 pm.

Respectfully submitted,  
PHYLLIS APPLEMAN

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**August 18, 1998 - 1:15 pm**  
**Milpitas Senior Center**

**I. CALL TO ORDER & PLEDGE**

Commission Chairperson Dorothy Wood called the meeting to order at 1:15 p.m. and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Bal Daquigan, Serafina Diaz, Carlos Fabregas, Steve Lu, Albert Wang, Dorothy Wood, Joanne Wood, Jack Wust.

City Council Liaison Present: Barbara Lee

Staff Present: Cheryl Jackson, Neighborhood Services Manager, Marsha Schneider, Recreation Services Supervisor, Community Relations Police Officer Doug Martin.

**II. MINUTES**

MOTION to approve the Minutes of the July 21, 1998 Commission meeting as submitted.

M/S Fabregas, Daquigan  
All Ayes

**III. FINANCIAL REPORT**

MOTION to approve the Financial Report of the August 18, 1998 Commission meeting as submitted.

M/S J. Wood, Fabregas  
All Ayes

**IV. CITIZENS FORUM**

Art Swanson remarked the flags that fly on the outside flagpole are faded. They are not frayed, but because they



are faded he requested new flags be purchased. Mr. Swanson also would like to have a flag holder installed on the wall in the auditorium. Sometimes the flag is moved to another room and this becomes a problem when a flag is needed.

MOTION to agendaize mounting a flag holder in the auditorium.

M/S Lu, Fabregas

All Ayes

Commissioner Lu asked about the funds that were raised during the May Walk A Golden Mile. These funds were designated for purchase of equipment for the computer lab. Recreation Services Supervisor Schneider announced she has been working with Liza Lowry, City Information Services Manager. Adaptec has donated a computer and printer to the Senior Center. Information Services is checking to see if this equipment is compatible and staff is waiting for the go ahead from I.S.

#### **V. ANNOUNCEMENTS/ CORRESPONDENCE**

Chairperson Wood announced Marsha Schneider has been selected as the permanent Recreation Services Supervisor.

Supervisor Schneider introduced Community Relations Police Officer Doug Martin. Officer Martin briefly reviewed the Senior Alert Program. This program is for residents who live alone and would like to have a daily call to check on their welfare. Six people are currently on the system. Officer Martin is checking into use of the multi language program. Supervisor Schneider remarked the application form doesn't include a space for an address, which is needed for the computer information. Councilmember Lee suggested an announcement regarding the Senior Alert program be placed on Channel 6 on the Community Billboard.

Officer Martin also spoke briefly regarding Senior PACES. Officer Nicole Johns will present the upcoming September

PACES class. When this class is completed, Officer Martin will be presenting future classes. Officer Martin will check into the possibility of presenting a PACES class in additional languages.

Officer Martin announced his phone number at the Police Station is 942-3915, if anyone wishes to reach him. Commissioner Wust suggested presenting several programs to the seniors on safety and security in the home.

Supervisor Schneider brought a sample of a perpetual plaque to show the Commission. Doris Black's name will be first on the plaque, with spaces for additional names. Staff has contacted Olympic Trophy and will be moving forward on this project.

Supervisor Schneider was invited by Commissioner Lu recently to come to the Senior Center to meet the Chinese group that came from Beijing. Supervisor Schneider met and welcomed the group and listened to Chinese Opera. She remarked Commissioner Lu is a wonderful ambassador for Milpitas. Supervisor Schneider routed the Chinese magazine, Sinorama, to the City Manager and the City Council.

Supervisor Schneider reported CPRS has been contacted with regards to the volunteer banquet. The applications will be mailed to City staff in November and this item will be agendaized for the November Commission meeting. There will be a volunteer banquet in January. Commissioner J. Wood had requested the Commission have input for selecting a Senior Center volunteer to be honored at that event.

Supervisor Schneider announced large toilet paper rolls have been installed in the restrooms, which should eliminate the toilet paper problem.

Staff has purchased a TV and cabinet. The TV has been secured inside the cabinet and a back has been put on the cabinet and a padlock installed. The cabinet was on display for the Commission. Supervisor Schneider is checking with staff to see if cable could be installed or possibly have antenna extensions in additional rooms.

Supervisor Schneider remarked regarding the confusion with the Potluck Bingo. Potluck Bingo was canceled on Tuesday, August 11, because only three people had signed up. Twenty or twenty five people are required to play Bingo. Supervisor Schneider noted the newsletter announced the deadline for sign up was Wednesday, August 12. In the future, all announced deadlines will be adhered to. Art Swanson requested staff give the Nutrition participants information on the count of the sign up before an event is canceled.

Neighborhood Services Manager, Cheryl Jackson, commented when the Commissioners have concerns and there are administrative issues that should be resolved, Commissioners should feel free to contact Supervisor Schneider or Manager Jackson. Councilmember Lee asked if phone numbers could be posted at the Senior Center.

Chair Wood read a thank you letter from Mayor Manayan for the Flute Player Dedication.

Commissioner Lu announced recently there was one minute of silence in Nutrition to remember victims of the bombings in Africa. Commission Lu was requested to lead this commemoration.

## **VI. AGENDA**

MOTION to adopt the Agenda for the August 18, 1998

Commission meeting as presented.

M/S J. Wood, Wang

All Ayes

## **VII. OLD BUSINESS**

### **1. TV, VCR and Cabinet Selection.**

The TV and cabinet have been purchased. It will require an additional \$182.32 to purchase the VCR. MOTION to authorize additional \$182.32 to purchase the VCR.

M/S Wust, Diaz

All Ayes

Councilmember Lee suggested the Commission send a thank you letter to Councilmember Livengood for donating the funds to purchase the TV, VCR and cabinet. It would also be nice to invite Councilmember Livengood to come to the Senior Center to see what his donation purchased. Staff would draft a letter, have Chair Wood sign it and include copies in the packet for the Commissioners for next month.

There was discussion on whether or not to purchase warranties for the TV and VCR. MOTION to accept the manufacturers warranty for the TV and VCR and not purchase any additional warranties.

M/S Daquigan, Lu

8 Ayes

1 Abstain

### **2. Senior Center Dances**

The monthly Sunday Dances have averaged 43 participants per month. It has been suggested by staff to eliminate the Sunday monthly dances and schedule a quarterly dance with a holiday theme. Staff suggested five dances per year. Commissioner Wust requested scheduling an Octoberfest Dance instead of a Halloween Dance.

MOTION to discontinue Sunday monthly dances and use the schedule suggested by staff for special event dances.

M/S Lu, Fabregas  
All Ayes

There was discussion regarding scheduling a second Thursday Dance in place of the Sunday Dance. Commissioner Lu indicated the current Ballroom Dance group would prefer to stay with taped music. Some other Commission members were in favor of a second Thursday Dance. Nutrition Site Manager Costabile mentioned when there is a Thursday Dance, the lunch numbers are up. There is a different cross section of participants that attend the Thursday Dance than those that attend Ballroom Dance. Supervisor Schneider suggested staff check with the bands that will be canceled and see if they are available for a Thursday Dance. Staff will check with the bands for availability.

Commissioner Wust suggested charging for the dances.

MOTION to agendize further discussion regarding charging for dances.

M/S Fabregas, J. Wood  
All Ayes

### **3. Nutrition Program Caterer**

Nutrition Site Manager Costabile presented information on the Nutrition Caterer issue. She remarked a new chef has been hired and things have improved. Staff will stay on top of this problem until it is resolved. Detailed information on this item is included in the Agenda Packet.

Supervisor Schneider mentioned the next meeting between the County, Canteen, Council on Aging and Nutrition Supervisors is scheduled for September 3. This meeting is not open to the public. Manager Jackson remarked staff will keep the Commission advised of progress in this matter. Manager Jackson noted Canteen will not be paid

until the proper services are rendered.

## **VIII. NEW BUSINESS**

### **1. Holiday Gift Wrap Booth at the Great Mall**

A representative of the Great Mall has given an opportunity for the Senior Center to staff a Gift Wrap Booth at the Mall in December. The Gift Wrap Booth would be open 241 hours during the month of December. A \$1,000 donation would be given to the Senior Center. Commissioners felt there are too many hours required for a small group of volunteers.

MOTION to deny the Gift Wrap Booth project at the Great Mall  
Bannick, Lu  
All Ayes

## **IX. OTHER BUSINESS**

### **1. STAFF REPORTS**

#### **1.1 Senior Center Report**

Note, receipt and file.

#### **1.2 Nutrition Report**

Note, receipt and file.

#### **1.3 Recreation & Community Services Report**

Recreation Services Supervisor  
Schneider distributed flyers regarding an Adult Resource Fair that is scheduled for September 23 from

10:00 am-1:00 pm. This event is sponsored by the County of Santa Clara Social Services Agency.

## **2. LIAISON REPORTS**

### **2.1 City Council**

Councilmember Lee reported she is the liaison to the Santa Clara County Library Joint Powers Authority. At the direction of the nine cities who are members of the Joint Powers Authority, there will now be blocks on computers in the children's area so there will be no access for children to pornography. This will be in effect in the libraries of all nine cities. The adult section computers will still be open, but they have the option of filter or non filter.

There was a question on the Urban Growth Boundary. Councilmember Lee explained this is a line that will be drawn in the hillside and no more City services will be extended beyond that line. It is very expensive to provide services to the hillside. This will come before the voters in November. If it is passed by the voters, people who build in the hillside will be under county regulations and not entitled to City services.

### **2.2 Parks, Recreation and Cultural Resources Commission**

There was no report.

### **2.3 Council on Aging Advisory**

## **Committee**

There have been no meetings in the summer and therefore there is no report.

### **2.4 AARP**

The next AARP meeting will be August 21 at 1:15 pm and will feature Fire and Earthquake Safety presented by the Milpitas Fire Department. The September 18 meeting will be presented by Silk Works, an environmentally healthy cleaner. AARP will receive 100,000 points for profit for this presentation. There will be a potluck before the meeting.

### **2.5 Nutrition Site Council**

Nutrition Site Manager Costabile reported Nutrition Program meal ticket will be purchased from the Recycle Fund. The meal ticket will be used to pay for lunch for the entertainers. Nutrition volunteers will be recognized and any funds needed for this will come out of the Recycle Fund. Last month officers were elected. Dorothy Wood is Chair, Carlos Fabregas is Vice Chair, Joanne Wood is Recording Secretary, Jack Wust is Entertainment, Joyce Dovlet is Sunshine Club. Rita Fabregas was elected as Project Council Representative but she will not be able to attend. Art Swanson is the alternate and will be attending Project Council meetings.

### **2.6 Brown Bag Report**

Brown Bag volunteers that are



members of RSVP have been invited to the Twenty Sixth Annual Recognition Lunch to be held at the McEnry Convention Center on September 10, 1998. Several volunteers will be attending.

**IX. ADJOURNMENT**

There being no further business, Chairperson Dorothy Wood adjourned the meeting at 2:40 p.m.

Respectfully submitted,

PHYLLIS APPLEMAN  
Commission Secretary

**CITY OF MILPITAS**  
**SENIOR ADVISORY COMMISSION**  
**December 15, 1998**  
**Milpitas Senior Center, Dance Studio**

**I. CALL TO ORDER & PLEDGE**

Commission Vice Chairperson Albert Wang called the meeting to order at 1:15 PM, and the Pledge of Allegiance was recited.

Commissioners Present: Mary Banick, Bal Daquigan, Serafina Diaz, Steve Lu, Albert Wang, Joanne Wood, Jack Wust.

Commissioners Absent: Dorothy Wood and Carlos Fabregas

City Council Liaison Present: Jose Esteves

Staff Present: Greg Larson, City Manager, Marsha Schneider, Recreation & Community Services Supervisor, Sue Clayholt, Senior Center Director.

**II. MINUTES**

MOTION to approve the Minutes of the November 17, 1998 Commission meeting as submitted.

M/S Diaz, Wood

All Ayes

**III. FINANCIAL REPORT**

There is one correction to the Financial Report. Insurance should be  $1 \times 1 = \$1.00$ .

MOTION to approve the corrected Financial Report of the December 15, 1998 Commission meeting as corrected.

M/S Wood, Lu

All Ayes

#### **IV. OPEN FORUM**

Frances Woodworth suggested that Dorothy Wood be chosen as Volunteer of the Year. Supervisor Schneider remarked that all of the information has been received from the three nominees and staff will be making a selection by the end of the week.

City Manager, Greg Larson, thanked everyone for their kind thoughts and notes during the illness and passing away of his wife. City Manager Larson introduced recently elected City Councilmember, Jose Esteves.

Councilmember Esteves is the City Council Liaison to the Senior Advisory Commission.

Councilmember Esteves remarked he is happy to be assigned to the Senior Commission. He is very interested in the quality of life for seniors. He will be proposing programs that will be helpful to seniors in the future.

Art Swanson made numerous comments about the Senior Center Director.

Frances Woodworth suggested placing suggestion boxes in visible places in the Senior Center. This way participants would be able to voice compliments and concerns.

Roseann Costabile mentioned in the past few years the Nutrition program participation is up, the Chinese group has increased, and many new programs have been implemented. Staff has worked very diligently to improve programs at the Senior Center.

City Manager Larson remarked the City Council holds him responsible for all personnel decisions and personnel issues are not items for public discussion. Any personnel concerns should be brought to Director Clayholt, Supervisor Schneider, or Neighborhood Services Manager

Jackson.

Supervisor Schneider noted the City has Customer Comment forms available for anyone to use.

Councilmember Esteves reminded the Commission that no response is required from the Senior Advisory Commission on unagendized comments from the audience.

Frances Woodworth thanked Sue Clayholt and the Senior Center staff for the very successful Holiday Buffet Dinner and Dance that was held on Sunday, December 13, 1998.

**V. ANNOUNCEMENTS/ CORRESPONDENCE**

Supervisor Schneider announced staff will be meeting in January with County Nutrition, Canteen and the Council on Aging, regarding the Nutrition Program. Staff has been in contact with Milpitas High School regarding students teaching the seniors in the Computer Lab. Some teaching sessions have been set up beginning in December.

Supervisor Schneider thanked Sue Clayholt and staff for the outstanding Holiday Dinner. There were 150 seniors in attendance. Senior Center Director Clayholt was also responsible for Lunch With Santa on Saturday, December 12, 1998. There were 185 people in attendance.

**VI. AGENDA**

MOTION to adopt the Agenda for the December 15, 1998 Commission meeting as presented.

M/S Wood, Daquigan

All Ayes

**VII. OLD BUSINESS**

There was no Old Business.

**VIII. NEW BUSINESS**

**1. 1. Purchase of New Blood Pressure Cuff**

Blood Pressure readings are taken two days a week at the Senior Center, with approximately 50 seniors per day visiting the clinic. Due to high usage, the current Blood Pressure Cuff is in need of replacement. The cost of a new Blood Pressure Cuff would be about \$46.00.

MOTION to approve the purchase of a new Blood Pressure Cuff with the cost not to exceed \$46.00.

M/S Diaz, Lu

All Ayes

**IX. OTHER BUSINESS**

**1. STAFF REPORTS**

**1.1 Senior Center Report**

Director Clayholt reminded everyone the Senior Center will be closed December 24, 25 and 31 due to City holidays.

**1.2 Nutrition Report**

Nutrition Site Manager Costabile reported beginning January 11, 1999, Canteen will provide a pilot program offering a cheeseburger or Chef Salad in place of the regular entree, on certain days. The alternate meal must be ordered ahead of time, as the lunches are ordered the day before the meal is served. After the one month pilot program is over it will be evaluated. Nutrition Site Manager Costabile will have a sample of the Chef Salad, so the seniors can view it before the order is placed.

**1.3 Recreation & Community Services Report**

Supervisor Schneider reported the Tree Lighting on December 3, 1998, was very successful. Lunch

With Santa was held on December 12, 1998, and home Santa Visits will be on December 17 and 18, 1998.

## **2. LIAISON REPORTS**

### **2.1 City Council**

Councilmember Esteves reported Mayor Manayan and Councilmember Lawson were recently re-elected Mayor and Councilmember. Jose Esteves was elected as a new Councilperson. The Mayor and Councilmembers were sworn in at the December 1, 1998, Council meeting.

At the December 15, 1998, City Council meeting, the Council will consider rezoning of the DeVries Site from "General Commercial" to "Multi-Family High Density." This is the first step in the development of the site as a senior housing project.

The City Commission Recognition Dinner will be held on February 18, 1999, at the Sheraton Hotel. All Commissioners will be receiving an invitation.

### **2.2 Parks, Recreation and Cultural Resources Commission**

There was no report.

### **2.3 Council on Aging Advisory Committee**

Committeemember Ream left her report and it has been distributed to Senior Advisory Commissioners.

### **2.4 AARP**

Commissioner reported the AARP potluck meeting will be held on December 18, 1998, at the Adobe at 5:00 PM. There will be election of officers. The chapter sponsored visits and entertainment to two nursing homes for the holidays. Fifteen people participated in this project. The chapter is still

collecting eyeglasses for the needy and will continue to collect Lucky Grocery Store receipts for Points For Profit. There will be installation of officers at the January 15, 1999, meeting at 1:00 PM.

### **2.5 Nutrition Site Council**

The Nutrition Site Council will purchase snacks for the New Year's Eve celebration that is held during Nutrition on December 31, 1998. A new food server, Cynthia Forrestel, has recently been hired.

### **2.6 Brown Bag Report**

Commissioner Mary Banick reported on staff changes at Second Harvest Food Bank. The former program manager, George Berhito, is now the Food Bank's Community Outreach Manager. The Community Programs Coordinator is Noel Nguyen and the new Community Programs Manager is Laura Kaczmarek.

## **IX ADJOURNMENT**

There being no further business, Vice Chairperson Wang adjourned the meeting at 2:10 PM.

Respectfully submitted  
PHYLLIS APPLEMAN